



EL CAMINO COLLEGE

Division of Business

MINUTES -- Division Curriculum Committee

May 1, 2018

Present: V. Rapp, M. Chaban, N. McGrue, D. Pahl, S. Porter, M. Som de Cerff

Absent: S. Bennett

Recorder: L. Linka

The meeting was called to order at 2:05 p.m.

CCC Update

The College Curriculum Committee is in the process of electing the new Chair. In this case, Janet Young, the current CCC Chair and only nominee, will be reelected.

As noted at a previous CCC meeting, CurricUNET, the current curriculum program, will be replaced with a new program called DIGARC, a company that provides catalog and curriculum management software solutions. The catalog may be online as early as fall 2018, while the curriculum component is scheduled for spring 2019.

Course Review

M. Chaban presented CIS 140, 142 and 143. Minor changes were made to the Course Outlines of Record, including updates to the Outlines of Subject Matter and Descriptive Titles. Major revisions to the Cisco program were already implemented in CIS 141, which has been reviewed and approved by the CCC. After review and discussion, the committee voted to approve the course proposals. L. Linka will enter the proposal information into CurricUNET. Once submitted, M. Chaban, as Division CCC Rep, will take action in CurricUNET, on behalf of the DCC, to approve and forward the proposals to the Curriculum Advisor for screening.

Program Review

M. Chaban advised the committee that although revised CIS Certificates of Achievement were submitted to the CCC approximately one to two years ago, these were never submitted to the Chancellor's Office. Current revisions have now been submitted to the CCC for review at either the May 8 or the May 22 meeting. It is anticipated that these certificates, along with the Entrepreneurial degree and certificate, will be published in the spring catalog addendum or the spring online catalog (if up and running).

The Business Programming Certificate of Achievement and the Database Management Certificate of Achievement, originally submitted to the DCC on 11/15/17, were revisited at this meeting. It was decided that CIS 84 and CIS 132 be added to Business Programming, and to identify two areas of focus on the certificate: Enterprise Programming and Web Programming. For Web Programming,

the courses will be sequenced for Guided Pathway. After review and discussion, the committee voted to approve the certificate proposals. These will be forwarded to the Curriculum Advisor for screening.

The Proposal Log was distributed and reviewed.

The meeting was adjourned at 2:31 p.m.